



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

November 21, 2011

**MEMORANDUM**

TO: State Board of Education

FROM: Michael P. Flanagan, Chairman

A handwritten signature in dark ink, appearing to read "M. Flanagan".

SUBJECT: Approval of Criteria for Title II, Part A(1): Improving Teacher and Principal Quality Grant, No Child Left Behind Act

In pursuit of its goal to improve teacher quality, the State Board of Education (SBE) approves criteria for the management of federal grant funds supporting various teacher quality state initiatives. These proposed criteria are in alignment with the purposes and allowable activities, described within the No Child Left Behind Act, Title II, Part A(1) "Teacher and Principal Training and Recruiting."

Grant funds awarded through this program are meant to substantially improve teacher quality in this state. Grant awards will be made to ensure that all core academic teachers are highly qualified for their assignment and, when necessary, provide technical assistance to the districts in order to meet this requirement. Activities may include professional development designed to improve instructional practices and student academic achievement or assist in the integration of technology into the curriculum.

It is recommended that the State Board of Education approve the Criteria for the Title II, Part A(1): Improving Teacher and Principal Quality Grant, as attached to the Superintendent's memorandum dated November 21, 2011.

**STATE BOARD OF EDUCATION**

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT  
NANCY DANHOF – SECRETARY • MARIANNE YARED MCGUIRE – TREASURER  
RICHARD ZEILE – NASBE DELEGATE • KATHLEEN N. STRAUS  
DANIEL VARNER • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
www.michigan.gov/mde • (517) 373-3324

MICHIGAN  
STATE BOARD OF EDUCATION

Criteria for the Title II, Part A(1): Improving Teacher and Principal Quality Grant

The State Board of Education has adopted as its goal "Significant and meaningful improvement in the academic performance of all students/children with major emphasis on the persistently lowest achieving schools and students."

To the extent possible, all grant criteria and grant awards will serve to further attain the above goal, and the Board's Vision and Principles of Universal Education.

**PRIORITIES, POLICIES, AND PROGRAMS THAT THESE CRITERIA SUPPORT**

- Address equitable distribution of teachers and administrators
- Improve the equitable distribution of effective and certified educators especially in shortage areas and hard to serve areas
- Encourage local and intermediate school districts (including PSAs) to implement recommendations that can be implemented without legislation

**BACKGROUND/PURPOSE OF GRANT**

☒ Competitive    ☐ Formula    ☐ New    ☐ Continuation    *(check all that apply)*

The purpose of the Title II, Part A(1): Improving Teacher and Principal Quality Grant is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensuring that teachers are highly qualified as defined by the "Michigan Definition of a Highly Qualified Teacher" in accordance with criteria provided by the No Child Left Behind (NCLB) Act of 2001.

The state educational agencies (SEAs) have the flexibility to:

- (1) select those strategies and activities that will contribute most to the recruitment, hiring, training, and retention of highly qualified teachers and principals, and
- (2) use Title II, Part A(1) funds in ways that will have the greatest impact on increased student achievement for all students and on meeting the SEAs' responsibilities for overall accountability [Section 2141].

The Office of Professional Preparation Services (OPPS) is proposing to utilize Title II statewide funds to implement the Michigan Technical Assistance Project (MiTAP) by contracting with educational professionals to provide intense technical assistance to local districts that are the most severe in meeting the highly qualified teacher requirements. These individuals will be assigned to work with local districts in the various regions around the state. Visits to schools will be coordinated with the Michigan Department of Education (MDE) Office of Field Services. Contractors will be trained by OPPS staff on the various NCLB provisions, the corrective action plan and the on-site technical assistance protocol.

## **CRITERIA FOR THE IMPROVING TEACHER AND PRINCIPAL QUALITY GRANT**

Date criteria were last approved 5/12/2009

- ☒ Defined in Statute      ☐ Defined in Department's Approved Grant Application to the Funder      ☐ Proposed by Staff

### **DEMONSTRATED CAPACITY TO HIRE AND MANAGE KEY STAFF**

#### **I. PROPOSAL MUST CLEARLY INCLUDE THE FOLLOWING:**

- A. A plan to recruit and hire qualified key personnel identified in the grant including a project director, technical assistance providers, and support staff if needed.
- B. Identify how the institution will manage all payroll, benefits, travel advances or reimbursements, and related paperwork for the project staff.
- C. Identify the manner in which the applicant will conduct annual staff performance reviews relative to the implementation of the grant activities.
- D. Interview panels for staff selection must include the MDE OPPS Supervisor of the Client Services Unit and one other staff member.

#### **II. PLAN OF OPERATION**

A review of each proposal will be made to determine the thoroughness of the plan of operation. In making this determination, the reviewers will look for:

- A. Identification of a plan for working collaboratively with the MDE OPPS staff liaison and others to train the MiTAP director and technical assistance providers.
- B. Identification of the capacity to assist the MDE in preparing required federal reports on the management and outcomes of the grant.
- C. Identification of the capacity and plan for managing the onsite technical assistance visits as prescribed in the grant including, but not limited to, the preparation of documents, mailings to local schools and districts, development of regional technical assistance schedules and follow-up visits with districts not meeting the NCLB highly qualified teacher requirements or other specified goals.

#### **III. EVALUATION PLAN**

Review of applications will be based on the extent to which proposals:

- A. Identify an evaluation plan that will examine the effectiveness of the MiTAP technical assistance process.
- B. Provide a clear explanation of how the final evaluation plan will include data gathered through evaluations of technical assistance providers from local schools and districts.

#### IV. ADMINISTRATION OF THE BUDGET

Each application will be reviewed to determine the extent to which:

- A. The applicant must demonstrate how the project budget will be effectively administered to carry out grant activities.
- B. The applicant must provide assurance that no variance to the current three-year project budget will occur without prior approval from the MDE.

#### V. APPLICANT'S COMMITMENT AND CAPACITY

Each application will be reviewed for information that shows the applicant is committed to and capable of the successful implementation of this project. In making this determination, consideration will be given to:

- A. A statement of the applicant's belief in and acceptance of the activities proposed in the project as a viable means of improving teacher quality and meeting NCLB highly qualified teacher requirements and its ability to meet the established timelines for accomplishing project activities.

#### **ELIGIBLE APPLICANTS/TARGET POPULATION TO BE SERVED BY GRANT**

Eligible applicants include Michigan public schools, public school academies, and intermediate school districts. This grant will serve to provide technical assistance to Michigan public schools, public school academies, and intermediate school districts.

#### **TOTAL FUNDS AVAILABLE**

For fiscal year 2011-2012, there is approximately \$365,000 available to fund MiTAP and this competitive sub-grant award. The OPPS proposes to manage a competitive process for the awarding of the available funds to one sub-grantee to act as the fiscal agent for the management of the grant. Additional available funding will be awarded as it becomes available, in support of the activities allowed by the federal legislation.

#### **STATUTE**

Title II, Part A(1) of the No Child Left Behind Act of 2001.

#### **OFFICE ADMINISTERING GRANT/PROGRAM CONTACT**

Office of Professional Preparation Services  
Ms. Krista D. Ried, Supervisor  
Client Services Unit  
(517) 373-6791